

	Questions & Answers for Flathead County Salary Survey RFP
1.	<p>Q: The RFP states six (6) paper copies and one (1) electronic disk copy of the RFP response must be submitted. Can we substitute a USB jump drive for the electronic disk copy?</p> <p>A: Yes.</p>
2.	<p>Q: Are all Flathead County positions unionized?</p> <p>A: No. Only a portion of Flathead County's positions are unionized.</p> <p>a. If any are unionized, will the applicable C.B.A. be made available to the selected firm for preparation and administration of the survey? N/A</p> <p>b. If only a portion of Flathead County's positions are unionized, will the breakdown of the 150 positions that are unionized and non-unionized be disclosed to the selected firm? This survey will only cover non-union positions at Flathead County.</p>
3.	<p>Q: Are benefits provided to Flathead County personnel all the same, or do groups of personnel receive different levels of benefit packages?</p> <p>A: The non-union personnel of Flathead County receive the same benefit package.</p> <p>a. If so, will the different personnel groups and benefit packages available be disclosed to the selected firm for preparation and administration of the survey? N/A</p>
4.	<p>Q: In 2012-13 an RFP was issued for a Wage, Salary and Benefits Survey and it noted 230 positions to be surveyed. Is the 150 positions noted in this 2016 RFP a subset of the prior 230 positions surveyed in 2013?</p> <p>A: Yes, this is a subset of the survey completed in 2013. The current survey is excluding the positions covered by a C.B.A.</p>
5.	<p>Q: What is Flathead County's response rate goal for this Wage and Benefits survey?</p> <p>A: It is a goal to find at least 20 employer wage responses for each surveyed position.</p>
6.	<p>Q: The RFP mentions 150 "positions." Is this unique job titles or FTE? Can you provide the actual number of job titles and employees to be included in the study?</p> <p>A: These are unique non-union job titles in Flathead County. Several of the positions have multiple people (and therefore FTE) assigned to them. A complete list will be given to the selected vendor.</p>
7.	<p>Q: Are any of the County's employees represented by a union?</p> <p>A: Yes, but the union positions will not be included in the survey.</p>

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8.	<p>Q: Our experience has shown that, in a study of this nature, organizations often want to review the internal alignment of positions as well, but there is no reference to that in the County's RFP. Can you please confirm that the County is only interested in a compensation study and does not want to include its classification system and structure as well?</p> <p>A: The purpose of this study is to analyze our compensation compared to the outside market. We do not want to include our classification system and pay matrix structure in this study.</p>
9.	<p>Q: Based on the response to questions being August 22nd, can the County consider a different due date for completion of proposal responses? That window makes it incredibly difficult given the delivery of hard-copy proposals.</p> <p>A: I have not considered extending the RFP response deadline due to the fact that we need to leave enough time for the selected vendor to complete the project by the end of January 2017 (or February 2017 if needed in order to receive the desired wage survey response rate). To address your concern regarding the short window to respond to the RFP, we have been answering all questions as soon as possible directly to the questioning party, and then we have been posting those answers on our website before August 22nd. Hopefully this will assist in your ability to submit your proposal by the deadline.</p>
10.	<p>Q: Can the County share the approved budget for this project?</p> <p>A: No. Contracts, including price, are negotiated after the RFPs are critiqued.</p>

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